PricewaterhouseCoopers LLP,

1 Embankment Place,

London,

WC2N 6RH

Attn: REDACTED TEXT

REDACTED TEXT

Date: 16th February 2018

Procurement ref: CCCC17B15

Dear Sir/Madam,

**Award of contract for the Provision of Consultancy for BPDTS Ltd Pension Scheme Advisory Support**

Further to your submission of a Tender for the above project, I am writing to advise that the Procurement is now complete.

I am pleased to inform you that your company has been successful and therefore we would like to award the contract to you.

Appendix 1 provides feedback on your successful proposal.

The call-off contract shall commence Wednesday 21st February 2018 and the Expiry Date will be Friday 19th February 2021. The total contract value shall be £30,000.00 excluding VAT.

This procurement activity was a under the Management Consultancy framework RM3745 Lot 2 Finance and the framework Terms and Conditions shall apply. A copy of the contract is provided with this Award Letter and includes those framework terms and conditions.

Please print and sign a copy and forward to the Procurement Lead electronically via the e-Sourcing Suite messaging service. They in turn will manage its ratification and return a copy for your records.

Please ensure that the signed copy of the contract is submitted via the e-sourcing suite by Tuesday 20th February 2018 11:00.

Should you have any queries regarding this or any other matter please do not hesitate to contact me.

Yours faithfully,

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| --- | --- |
| Signed for and on behalf of BPDTS Ltd | |
| Name: REDACTED TEXT |  |

**Appendix 1**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Number | Question | Score (out of 100) | Evaluators’ Feedback | |
| 4.0 – Project Specific Experience | | | | WEIGHTING 30% |
| 4.1 | Potential providers should provide CVs of the individual(s) (maximum 1 side per person) who would be working on, quality controlling and overseeing the project along with an organisational chart detailing the structure of the delivery team.  This should also cover: • Details of any support staff if applicable; and • Details of any sub-contracting entities if applicable. The nature of the sub-contracting relationship(s) and how long it has been in place, together with examples of successful projects should also be provided. CVs will be evaluated against the skills and experience relevant to the requirement as detailed in Appendix B – Statement of Requirement. This should be provided via an attachment. |  |  | |
| 4.2 | Potential providers should set out details of their experience and understanding of the management of a Defined Pension Contribution Scheme. The response should relate this experience and understanding to the task as set out in Appendix B – Statement of Requirements. What have you learnt from this and how you can apply any lessons leant. |  |  | |
| Total Questionnaire Weighted Score | |  | Winning Suppliers’ Weighted Score |  |
| 5.0 – Methodology | | | | WEIGHTING 30% |
| 5.1 | Please describe your proposed to the requirements as stated in Appendix B making specific reference to: • Provision of information to enable the Authority to enable effective management of the Pensions Governance Committee • Business Continuity • Information Security • FSCS Protection |  |  | |
| 5.2 | Please provide a summary of the resource and personnel you propose to provide, including the skills set of staff to be used to deliver the services required. You should make specific references to: • Providing staff with customer service training  • Providing staff with technical training to ensure compliance with best practice standards in pensions administration  • Employing staff that have appropriate professional qualifications and  What have you learnt from this and how will you bring this to the current requirement. |  |  | |
| Total Questionnaire Weighted Score | |  | Winning Suppliers’ Weighted Score |  |
| 6.0 – Price | | | | WEIGHTING 40% |
| 6.1 | Please confirm, by selecting ‘YES’ that you have attached a completed Price Schedule to the response to this question. In so doing, you are also confirming that prices offered are inclusive of any expenses, exclusive of VAT and firm for a period of 90 days following the Deadline for Submission. |  |  | |
| Total Questionnaire Weighted Score | |  | Winning Suppliers’ Weighted Score |  |
| Evaluation Summary | | | | |
| Overall Bid Score (Weighted) | |  | Winning Suppliers’ Overall Bid Score |  |
| Overall Ranking | |  | Winning Suppliers’ Overall Ranking |  |